

CPSC-I-05-1005

## OST CUSTOMER AGREEMENT

SC-05-11100-W-069

BPAC# 3022010201

## PARTIES TO THE AGREEMENT

## a. CUSTOMER CONTACT/BILLING ADDRESS

U.S. Consumer Product Safety Commission  
Attn: Robert J. Frost  
Director, Division of Procurement Services  
4330 East West Highway, Room 517  
Bethesda, MD 20814  
Phone: 301-504-0444 ext. 1142  
Fax: 301-504-0628  
E-mail Address: rfrost@cpsc.gov

ALC: 6100 0001

## b. OST CONTACT/ADDRESS

U.S. Department of Transportation  
Attention: Wanda Caldenwood  
M-50, Room 0327, P2 level  
400 7th Street, S.W.  
Washington, DC 20590

Phone: 202-366-5743  
FAX: 202-493-2436

O.S.

## APPROPRIATION/ACCOUNT CODE CHARGEABLE

05 SA EX08 2300 53171 121Q

JAF

## COST ACCOUNT PROGRAM ELEMENT CODE

14x4520000.2005.0000000000 1103006000

## EFFECTIVE DATE

10/01/2004 - 9/30/2005

## COST (ESTIMATED)

a. FY 2005

b. AMOUNT:

\$

98,651

**DESCRIPTION OF SERVICES:** This Customer Agreement between the U.S. Consumer Product Safety Commission (the customer) and OST-Office of Transportation and Facilities, is entered into under the statutory authority of the Administrative Working Capital Fund (49 U.S.C. 327) and the Economy Act of 1932 as amended (31 U.S.C. 1505), provides a written understanding of the Transit Benefit Program services OST Transportation Services (TRANSeve) will provide to the customer. OST TRANSeve will administer the customer's Transit Benefit Program in locations designated by the customer. TRANSeve will provide liaison with the Washington Metropolitan Area Transit Authority and with regional transit providers and will order, purchase, verify, maintain, and safeguard fare media prior to disbursing to participants. TRANSeve shall bear full responsibility for any fare media that is in its possession prior to disbursement to participants.

It is the responsibility of the customer to verify eligibility of the recipients.

TRANSeve will provide disbursing agents to cover distribution hours agreed upon by the customer and TRANSeve. In the regional offices, fare media will be sent via courier to representatives designated by the customer for distribution. At the request of the customer, TRANSeve will send disbursing agents to regional locations. Each disbursing agent will be billed at \$19.00 per hour for either mailing or on-site distribution. Estimated distribution hours include preparation, balancing, and travel time. All expenditures made on behalf of the customer except for distribution services (e.g., fare media, fare media voucher fees, shipping, travel costs, etc.) will be subject to the 4.85% financial management fee.

**FUNDING/REPORTING:** OST-WCF will take an advance as required by 49 U.S.C. 327 "Administrative Working Capital Fund" NLT 30 days prior to the commencement of each fiscal quarter. Advances will be processed through the IPAC system. These quarterly advances will be adjusted throughout the year as necessary. Actual monthly expenses will be applied to the quarterly advance amounts, and the customer will be provided account activity reports by the 25th of each month detailing the amount applied to the estimated quarterly advance. DOT-OST Finance will also provide the customer's point of contact. Identified on this agreement is a copy of the account activity reports along with the SF-10013 which document the IPAC payments. This agreement may be amended after approval by both the customer and OST if experience shows more or less service is required. Changes will be made by an amendment to the original agreement and must be signed by both parties. Estimated costs for the customer's transit benefit program are shown below.

## FARE MEDIA:

79 emp (NCR) receiving an average of 95 per month

\$

80,580

11 emp (regions) receiving an average of 80 per month

\$

11,220

(Maximum benefit per month is \$100)

OTHER SERVICE COSTS: (Shipping, vendor surcharges and other)

\$

750

SUBTOTAL \$

92,550

## FINANCIAL MANAGEMENT:

SUBTOTAL x 4.85% management fee =

\$

4,581

## DISTRIBUTION SERVICES:

NCR 10 hrs per quarter x 4 quarters x \$19 hr =

\$

760

Regional mailings/prep = 10 hrs per quarter x \$19 per hour =

\$

760

Total estimated annual cost

\$

98,651

## PENDING AVAILABILITY OF FUNDS

FY05

## AUTHORIZED APPROVALS

## a. CUSTOMER AUTHORIZING OFFICIAL/FUND ADMINISTRATOR

SIGNATURE

DATE

Dorinda Fulton

9/30/04

TITLE:

Contracting Officer

## b. ORGANIZATION PROVIDING SERVICES

SIGNATURE

DATE

Ed Hansen

9/30/04

TITLE:

Director, Transportation and Facilities

Customer DUNS Number: 17-877-1713

OST DUNS Number: 13-222-7039

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FROM DOT/INDC/TRANSEVE

**I. SUBJECT: FY-05 TRANSIT BENEFIT PROGRAM****II. AVAILABILITY OF FUNDS**

FUNDS ARE NOT CURRENTLY AVAILABLE FOR THIS AGREEMENT. THE CONSUMER PRODUCT SAFETY COMMISSIONS' (CPSC) OBLIGATION UNDER THIS AGREEMENT IS CONTINGENT UPON THE AVAILABILITY OF APPROPRIATED FUNDS FROM WHICH PAYMENT FOR AGREEMENT PURPOSES CAN BE MADE. NO LEGAL LIABILITY ON THE PART OF THE CPSC FOR ANY PAYMENT MAY ARISE UNTIL FUNDS ARE MADE AVAILABLE TO THE CONTRACTING OFFICER FOR THIS AGREEMENT AND UNTIL THE DEPARTMENT OF TRANSPORTATION, TRANSPORTATION ADMINISTRATIVE SERVICES CENTER (DOT/TASC) RECEIVES NOTICE OF SUCH AVAILABILITY, TO BE CONFIRMED IN WRITING BY THE CONTRACTING OFFICER.

**III. CPSC FINANCIAL OFFICER**

CONSUMER PRODUCT SAFETY COMMISSION  
DIRECTORATE FOR ADMINISTRATION  
DIVISION OF FINANCIAL MANAGEMENT  
ROOM 522  
WASHINGTON, D.C. 20207

AGENCY PAYMENT OFFICER: MS. CECELIA SMITH  
TELEPHONE: (301) 504-7172

**IV. DISAGREEMENTS**

IN THE EVENT THAT CPSC AND DOT/TASC HAVE A DISAGREEMENT ARISING UNDER THIS INTERAGENCY AGREEMENT, THE PARTIES SHALL COOPERATIVELY SEEK TO RESOLVE THE DISAGREEMENT BY THEMSELVES. IF THE DISAGREEMENT CANNOT BE RESOLVED BETWEEN THEM, THE PARTIES AGREE TO SEEK THE ASSISTENCE OF A THIRD PARTY IN RESOLVING THE DISAGREEMENT

**V. FASA COMPLIANCE**

AS THE SERVICING AGENCY, DOT/TASC AGREES TO ACT IN FULL COMPLIANCE WITH SECTION 1074 OF THE FEDERAL ACQUISITION STREAMLINING ACT (FASA) OF 1994 ENTITLED ECONOMY ACT PURCHASES.

**VI. STATEMENT OF WORK**

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DOT/TASC AGREES TO MAINTAIN AND DISTRIBUTE FARE CARDS TO CPSC UNDER THE TERMS AND CONDITIONS OF THIS INTERAGENCY AGREEMENT. DOT/TASC SHALL CHARGE CPSC FOR FINANCIAL MANAGEMENT FEES AND HOURLY DISTRIBUTION CHARGES AS DESCRIBED IN THE TERMS AND CONDITIONS OF THIS INTERAGENCY AGREEMENT.

VII ACCOUNTING AND APPROPRIATION DATA

Agency Location Code (ALC):	61-00-0001
CPSC Taxpayer ID No (TIN):	520978750
CPSC DUNS No. (DUNS):	069287522
Appropriation Code #	6150100

END